



## **FY2006 (7/1/05 – 6/30/06) Annual Work Plan** **Cowlitz Conservation District**

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### **Mission of the Cowlitz Conservation District**

The mission of the Cowlitz County Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens



### **Natural Resource Priorities and Goals:**

- To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.
  - On an annual basis, provide technical assistance to walk-in and call-in customers, provide at least 30 site visits and prepare a minimum of 10 conservation plans that make efficient and effective use of the landowners' resources, current financial assistance programs, and technical assistance from our conservation partners.
- Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.
  - By September 2006, complete Cowlitz Conservation District's commitment to 7 riparian restoration projects in the Abernathy Creek Watershed.
  - By December 2006, provide a quality data set in which to assist Department of Ecology with development of Total Maximum Daily Loads (TMDL's) addressing stream temperature in our major watersheds.
  - By June 2006, host watershed forums within major watersheds to assess local need and interest in watershed management opportunities.

### **Information – Education Priorities and Goals:**

- Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.
  - By June 2007, the Conservation District in cooperation with Longview School District, Toutle/Woodland School District, and local 4-H will have developed school curriculum that meets WA State essential learning requirements that can be applied to the natural setting. This curriculum will be applied by classrooms and kid groups in the field.
  - By June 2006, the District will have successfully partnered to conduct annual education/outreach activities including regional Envirothon, county fair, Forest Stewardship Coached Planning, WSU Extension Living off the Land, and our annual dinner meeting/banquet.

### District Operations Priorities, Goals & Funding Sources:

- By June 2006, the district will have completed effective and efficient operations including accounting, grant vouchering, personnel management, Supervisor elections & appointments, training & development, and annual planning and reporting.
- Cowlitz Conservation District will have successfully managed public money from the following sources:  
Washington State Conservation Commission: Conservation Reserve Enhancement Program\*, Dairy/Livestock funding\*, Basic Funding, and  
Department of Ecology: Centennial Clean Water Funds and EPA 319 funds  
Cowlitz County: Abernathy Creek Riparian Restoration Funds, secretarial support, and Title III Funds for the Watershed Voyages project  
Governors Salmon Recovery Funds Family Forest Fish Passage Program funds administered by Interagency Committee (IAC)

### Program Area:

District Operations

### Goal(s):

To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies

### Funding Source(s):

The principal funding sources for this program includes WSCC implementation, WSCC Basic Funding, DOE CCWF, and EPA 319 grant funds.

### Activities for FY2006

### District Operations

- Submit grant vouchers and misc. grant paperwork as required
- Prepare business information for Board meetings AP/AR
- Mid month AP/AR
- Annual plan of accomplishments
- Submit reports as required (quarterly and semi annual reports)
  - 3<sup>rd</sup> Quarter
  - 4<sup>th</sup> Quarter
  - 1<sup>st</sup> Quarter
  - 2<sup>nd</sup> Quarter
- Prepare for and host Southwest Association Meeting
- Prepare for and conduct annual election
- Arrangements to participate in WACD Annual Meeting
- Prepare Annual Plan of Work/ Review LRP

Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Monthly	BK/Mgr	30/6	
Monthly	BK/Mgr/RT	30/6/2	
Monthly	BK/Mgr	15/2	
9/1/05	Mgr/BK	2/1	
	Mgr/BK	6/6	
7/15/05			
10/15/05			
1/15/06			
3/15/06			
October 2005	BK/Mgr	3/0.5	
10/05 - 4/06	BK/Mgr	5/0.5	
10/05-11/05	BK/Mgr	5/0.5	
5/1/06	Mgr/BK	1/4	



Activities for FY2006				
District Operations (continued)				
Complete and submit annual financial report	5/1/06	BK/Mgr	9/1	
Complete internal audit	5/1/06	BK	5	
Apply for Basic Funding	5/1/06	BK	1	
Continue to apply for grant funding to help accomplish the District Long Range and Annual Plans	Ongoing	Mgr/BK	20	

**Program Area:**

Watershed Management

**Goals:**

Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.

**Funding Source(s):**

The principal funding sources for this program includes WSSC implementation, Cowitz County, DOE CCWF, and EPA 319 grant funds.

**Activities for FY2006****Watershed Management Planning and Implementation**WQ Monitoring (DOE CCWF)

Collect 37 thermographs, download data, assess data, and transfer results to Department of Ecology data management system

9/05-10/05

RT/BK/Mgr

13/11/4

Install 37 thermographs at monitoring sites

7/05

RT/BK/Mgr

5/5/1

Conduct mid summer checks of 37 thermograph sites to ensure acceptable operation and to collect grab sample data

8/05

RT

5

Abernathy Creek Riparian Restoration (County, WSSC, DOE)

Monitor all 7 project sites participating in the Abernathy Riparian Restoration project

2/06

RT/Mgr/BK

15/10/5

Implement maintenance practices as necessary to ensure success of restoration practices on 7 project sites

6/06

RT/Mgr/BK

12/5/5

Watershed Forums (DOE CCWF)

Host a watershed forum in 6 priority watersheds. Continue to build on prior watershed contact. Watersheds will be identified based on prior contact

7/05-4/06

Mgr/BK/RT

10/10/8

Identify watershed communities interested in working cooperatively to address watershed issues and initiate coordinated resource management planning process

7/05 – 4/06

Mgr/Brd

2

**Activities for FY2006**

	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Time (Days) Required</b>	<b>Estimated Funding</b>
Continue to provide support to watershed community groups that have initiated watershed planning efforts as needed. Cowlitz watersheds include Leckler Creek, Whittle Creek, and Clark Creek, Arkansas Creek and Silver Lake watersheds.	7/05 – 6/06	Mgr/BK/RT	3/2/2	
Coordinate with Lower Columbia Fish Recovery Board to conduct components of watershed assessments as necessary (example: assess data to establish fish passage priorities)	As requested	Mgr/BK/RT	3/2/2	

**Program Area:**

Technical Assistance

**Goals:**

To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.

**Funding Source(s):**

The principal funding sources for this program includes WSCC implementation, Cowlitz County, DOE CCWF, and EPA 319 grant funds.

**Activities for FY2006****Target Dates****Person Responsible****Time (Days) Required****Estimated Funding****Technical Assistance**Conservation Reserve Programs

Provide continued technical assistance to existing CREP and CRP contracts (2 sites)

Ongoing

RT/Mgr/BK

2/2/1

Provide assistance to landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (2 sites enrolled, 2 additional anticipated)

6/06

RT/Mgr/BK

8/2/2

Dairy/Livestock management assistance

Provide assistance to livestock operations as needed (6 operators anticipated)

6/06

Mgr/RT/BK

4/2/2

Assist landowners to collect and submit soil samples for nutrient analysis. Assist with interpretation of results and recommendations for soil amendments (16 landowner target)

6/06

RT/Mgr

5/1

Work with Department of Ecology to draft and submit a project proposal to provide technical and cost share assistance to the estimated 4000 parcels designated as small (<20 acre) agriculture land use to address WQ issues

11/05

Mgr

grant time above

Fish Passage Projects

Serve as project sponsor for two landowners receiving funding through the family forest fish passage project to replace culverts. Assistance includes administering grant funds and providing design assistance.

9/05

Mgr/BK/RT

10/2/2



### Activities for FY2006

Provide assistance to landowners and agencies to support applications for family forest fish passage project. Activities include conducting barrier assessments and generate project cost estimates.

Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
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6/06

Mgr//RT/BK

4/6/2

### Standard technical assistance

Assist walk-in/call-in customers with technical assistance needs. Typically over 300 per year.

6/06

Mgr/RT/BK

8/8/8

Assist a minimum of five landowners with the development of conservation plans

6/06

Mgr/RT/BK

5/12/2

**Program Area:**

Information, Education, and Outreach

**Goals:**

Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

**Funding Source(s):**

The principal funding sources for this program includes WSCC implementation, Cowditz County Title III, and EPA 319 grant funds.

Activities for FY2006		Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>Education/Outreach</u>					
<u>Watershed Voyages Project</u>					
Continue to participate on the steering committee for the watershed voyages project.	6/07	Mgr/BK	6/12		
Provide technical assistance to the project to help ensure that objectives are met and implemented	6/07	Mgr/BK/PC	2/4/226		
<u>Coached Planning Workshops</u>					
Partner with Department of Natural Resources and Cooperative Extension to host local workshops	6/06	Mgr	2		
<u>Envirothon</u>					
Host the SW regional Envirothon	5/06	Mgr/BK	1/5		
<u>Natural Resources Youth Camp</u>					
Partner with Cowditz Farm Forestry Association to conduct an annual tree sale to support local student participation in the Natural Resources Youth Camp.	4/06	BK/Mgr	2/0.5		
<u>Cowditz County Fair</u>					
Participate in the county fair by developing and displaying an exhibit in the natural resources building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/05	BK/Mgr	5/0.5		



**Activities for FY2006.**

Miscellaneous Activities

Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, annual tree sale)

**Person**  
**Responsible**  
**Time (Days)**  
**Required**  
**Estimated**  
**Funding**

**Target Dates**

6/06

BK/Mgr

1 1/2

**Washington Conservation Districts assisting land managers with their conservation choices**



**FY2006 Annual Budget  
Cowitz Conservation District**

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<b>Salaries and Benefits</b>		
	<b>District Operation</b>	<b>\$32946.00</b>
	<b>Watershed / Technical</b>	<b>\$53716.00</b>
	<b>Education/Outreach</b>	<b>\$55581.00</b>
<b>Facilities</b>		<b>\$6500.00</b>
<b>Vehicle</b>		<b>\$5250.00</b>
<b>Equipment</b>		<b>\$2500.00</b>
<b>Travel</b>		<b>\$3000.00</b>
<b>Misc. Goods/Services</b>		<b>\$13,000.00</b>
<b>Estimated Operating Budget</b>		<b>\$172493.00</b>